

SOUTH CENTRAL REGIONAL HOMELAND SECURITY COUNCIL

BYLAWS

ARTICLE I NAME AND PRINCIPAL OFFICE

Section 1. Name. The name of the entity shall be the **South Central Regional Homeland Security Council**, hereinafter referred to as the **“Council .”**

Section 2. Principal Address. The official address shall be the location of the Regional Council Chairperson or Vice Chairperson

ARTICLE II MISSION STATEMENT

The South Central Region will continue to support statewide all-hazard preparedness while reducing vulnerabilities. The South Central Region will accomplish this by building capabilities, and developing comprehensive strategies in partnership with other government agencies and the private sector.

VISION

South Central Region citizens and critical infrastructure will be served by the appropriate levels of preparedness measures with respect to any real or potential hazard. This will be accomplished by managing emergencies through a unified homeland security structure that will protect against today’s threats and address the unknown threats of the future.

FOCUS

South Central Region’s security strategy provides the foundation for meeting the State’s vision by focusing on the following key areas of all hazard preparedness:

Preparedness-- involves a continuous cycle of planning, training, equipping, educating, exercising, evaluating, and taking action to correct and mitigate.

Mitigation – identify and protect critical infrastructure assets while improving the ability of state and local agencies to gather, analyze, and share information about all hazard activity.

Response – identify and close existing gaps in basic emergency response capabilities as well as ensure effective coordination of emergency response to all hazards.

Recovery – put plans and resources in place to enable an effective recovery from natural and/or manmade hazards for both public and private entities.

PURPOSE

The purpose of the council drives the requirements for membership.

The initial task for the council will be to examine current & future response capabilities on a regional level and measure those against the desired (required) target capabilities outlined under the Homeland Security Presidential Directive – 8.

From this analysis, the council will identify priorities for improvement and recommend projects for funding.

- A. Carry out the intent and purpose of the State Homeland Security Program and the Law Enforcement Terrorism Prevention Program Grants and other council tasks which involve the first responders of the 19 county area of South Central Kansas that includes Barber, Barton, Butler, Cowley, Comanche, Edwards, Harper, Harvey, Kingman, Kiowa, Marion, McPherson, Pawnee, Pratt, Reno, Rice, Sedgwick, Stafford, Sumner and the combined population of nearly 1 million citizens of Kansas.
- B. Serve as a regional emergency planning council for suggestions, ideas, and formulation of proposals concerning the nineteen counties in the south central region.

ARTICLE III COORDINATION AND DUTIES

Section 1. Coordination. To coordinate the South Central Region's all hazards planning for emergencies.

Section 2. Duties. The duties of the Council shall include:

- A. Develop and support sub-committees to coordinate specific regional projects, i.e. exercises, training, planning.
- B. Recommend guidelines to the various agencies and counties that will help coordinate South Central Regional activities.

ARTICLE IV CALENDAR YEAR

The fiscal year of the Council shall coincide with the Calendar year, January 1 to December 31.

ARTICLE V COUNCIL MEMBERS

Section 1. Composition. Two guiding principles for populating the council are representation of functional disciplines and local governments.

The Council shall consist 38 members. Each of the 19 Counties of the South Central Region shall be represented by one member appointed by the Board of County Commissioners of that county.

In addition, functional disciplines shall have representation as noted below. All appointed council members are voting members and represent the cities, counties, and functional disciplines of the entire region as appointed. Members of functional disciplines may also serve as the representative of the county or city in which they live, if designated by a County or Class One City.

In the absence of a member, a proxy may be designated to represent them, upon notification to the Chair and/or Vice Chair prior to each meeting

A. Functional Disciplines include:

- (2) Fire Service, appointed by the Kansas Fire Chiefs, Kansas Professional Fire Chiefs and Kansas Association of Fire Firefighters
- (2) Law Enforcement
 - 1 police appointment by the Kansas Police Chiefs Association
 - 1 sheriff appointment by the Kansas Sheriffs Association
- (2) Emergency Management, appointed by KEMA
- (2) Emergency Medical Services, appointed by the Region III EMS Council
- (2) Public Health
 - 1 Public Health appointment by the Kansas Association of Local Health Departments
 - 1 appointment with a subject matter in environmental health appointed by the Kansas Environmental Health Association
- (1) Hospital Representative, appointed by the Kansas Hospital Association
- (1) Physician from the region, appointed by the Kansas Medical Society
- (1) Public Works Representative, appointed by the Kansas Highway Association, District Five
- (1) Public Safety Communications, appointed by the Kansas Chapter of APCO.
- (2) Members at large, appointed by the regional council may consist of
 - (1) with agricultural background, preferably a veterinarian
 - (1) representing a volunteer/non-profit organization

B. Each city of the first class governing body may designate one representative to the council who has voting rights. Class One cities in the South Central Region are Wichita, Hutchinson & Newton.

Section 2. Selection. All members of the Council shall become so by virtue of their appointment by the representation of the counties/cities/functional disciplines. When vacancies occur, notice shall be given to the Council. After a resignation has been accepted a replacement member shall be chosen by the discipline or county/city the member represented.

Section 3. Term. The Council members shall serve a minimum of two years though eligible for consecutive terms.

Section 4. Meetings. The Council shall hold at least one (1) regular meeting every three (3) months unless sooner convened by the Chairperson, Vice-chairperson or any five (5) members. Meetings shall be at the time and place as called by the Chairperson, Vice-chairperson or any five (5) members upon five (5) days written notice unless such notice is waived by all members. Notices shall state time and place of the meeting but need not state purpose. Any vote by a majority of the quorum shall be the act of all the Council members.

Section 5. Procedures. Agendas for the regular meetings will be prepared and distributed to the Council prior to each meeting whenever possible.

ARTICLE VI OFFICERS

Section 1. Number and Type. Officers of the Council shall initially consist of a Chairperson, Vice- Chairperson, and a secretary, (if elected).

Section 2. Term. Officers shall serve for two years, though eligible to run a maximum of two consecutive terms.

Section 3. Selection. Selection of officers shall be made by the full Council at the first regular meeting of the year, where a simple majority of those voting shall elect the officers. Officers shall assume their duties immediately following that election.

Section 4. Vacancies. Officer vacancies due to termination or resignation shall be filled by a majority vote of the Council present; the newly elected officer shall serve in that office only the remainder of the term, but shall be eligible to run for a full term in said office.

Section 5. Duties. Duties of the officers shall be as follows:

1. The Chairperson shall preside at all meetings of the Council. The Chairperson shall perform other duties designated by the Council. The Chairperson shall prepare agendas with input from the Regional Coordinator and notices and answering correspondence as directed. The Chairperson shall serve as the official spokesperson for the Council.
2. The Vice-chairperson shall perform such duties as the Chairperson and/or the Council may designate. In the absence of the Chairperson, the Vice-chairperson shall perform the Chairperson's duties.
3. The Secretary (if elected) shall be responsible for maintaining the minutes of all meetings, and maintain all official records of the Council.

**ARTICLE VII
AMENDMENTS**

Section 1. Council members shall be given five (5) days written or electronic (email) notice prior to any vote amending these Bylaws.

Section 2. Amendments to these Bylaws shall take effect when they have been approved by no fewer than two-thirds of the Council members present at meetings of which notice was properly given.

ADOPTED by the South Central Regional Homeland Security Council

this ____ day of _____ 20__.

Chairperson

Secretary